

Oversight Report



DISTRIBUTION STATEMENT A
Approved for Public Release
Distribution Unlimited

QUALITY CONTROL REVIEW OF COOPERS & LYBRAND L.L.P.
POLYTECHNIC UNIVERSITY
FISCAL YEAR ENDED JUNE 30, 1996

Report Number PO 98-6-011

May 18, 1998

Office of the Inspector General
Department of Defense

DTIC QUALITY INSPECTED 4

20000224 127

AOI00-05-1336

INTERNET DOCUMENT INFORMATION FORM

A . Report Title Quality Control Review of Coopers & Lybrand L.L.P.
Polytechnic University Fiscal Year Ended June 30, 1996

B. DATE Report Downloaded From the Internet: 02/24/99

**C. Report's Point of Contact: (Name, Organization, Address, Office
Symbol, & Ph #):** OAIG-AUD (ATTN: AFTS Audit Suggestions)
Inspector General, Department of Defense
400 Army Navy Drive (Room 801)
Arlington, VA 22202-2884

D. Currently Applicable Classification Level: Unclassified

E. Distribution Statement A: Approved for Public Release

F. The foregoing information was compiled and provided by:
DTIC-OCA, Initials: __VM__ Preparation Date 02/24/99

The foregoing information should exactly correspond to the Title, Report Number, and the Date on the accompanying report document. If there are mismatches, or other questions, contact the above OCA Representative for resolution.

Additional Copies

To obtain additional copies of this report, contact the Secondary Reports Distribution Unit of the Analysis, Planning, and Technical Support Directorate at (703) 604-8937 (DSN 664-8937) or FAX (703) 604-8932 or visit the Inspector General, DoD, Home Page at: WWW.DODIG.OSD.MIL.

Suggestions for Future Audits or Evaluations

To suggest ideas for or to request future audits or evaluations, contact the Planning and Coordination Branch of the Analysis, Planning, and Technical Support Directorate at (703) 604-8908 (DSN 664-8908) or FAX (703) 604-8932. Ideas and requests can also be mailed to:

OAIG-AUD (ATTN: APTS Audit Suggestions)
Inspector General, Department of Defense
400 Army Navy Drive (Room 801)
Arlington, VA 22202-2884

Defense Hotline

To report fraud, waste, or abuse, contact the Defense Hotline by calling (800) 424-9098; by sending an electronic message to Hotline@DODIG.OSD.MIL; or by writing to the Defense Hotline, The Pentagon, Washington, DC 20301-1900. The identity of each writer and caller is fully protected.

Acronyms

GAS	Government Auditing Standards
OMB	Office of Management and Budget



INSPECTOR GENERAL
DEPARTMENT OF DEFENSE
400 ARMY NAVY DRIVE
ARLINGTON, VIRGINIA 22202

May 18, 1998

Board of Trustees
Polytechnic University
Six Metrotech Center
Brooklyn, NY 11201

Chairman, Non-Profit Industry Group
Coopers & Lybrand L.L.P.
1301 Avenue of the Americas
New York, NY 10019-6013

SUBJECT: Quality Control Review of Coopers & Lybrand L.L.P.
Polytechnic University
Fiscal Year Ended June 30, 1996
Report No. PO98-6-011 (Project No. 8OA-9008.05)

Introduction

We are providing this report for your information. Your office performed the single audit for Polytechnic University (University), Brooklyn, New York, for the fiscal year ended June 30, 1996. The audit is required by the Office of Management and Budget (OMB) Circular A-133, "Audits of Institutions of Higher Education and Other Nonprofit Institutions." The University reported total Federal expenditures of \$9,422,083 for the fiscal year ended June 30, 1996, representing \$2,433,596 for the Department of Defense and \$6,988,487 for other Federal agencies.

The Coopers & Lybrand L.L.P. issued its audit report on October 11, 1996. The auditors identified eight instances of immaterial findings, but questioned no costs. The auditors issued an unqualified opinion on the financial statements, Schedule of Federal Awards, and compliance with specific requirements applicable to major programs.

The auditors issued positive and negative assurance on compliance with general requirements. Positive assurance means that, with respect to the items tested, the results of the auditors' procedures disclosed no material instances of noncompliance. Negative assurance means that, with respect to the items not tested, nothing came to the auditors' attention that caused them to believe that the University had not complied in

all material respects. The auditors also obtained an understanding of the internal controls related to the financial statements and Federal awards. The audit report describes the auditors' scope of work in obtaining that understanding and in assessing control risk. The report on Federal awards further describes the significant internal controls or control structures, including the controls that provide reasonable assurance that Federal awards are being managed in compliance with applicable laws and regulations.

Quality Control Review Results

The working papers supporting the OMB Circular A-133 audit meet the applicable guidance and regulatory requirements in the Circular, its related Compliance Supplement, Government Auditing Standards, generally accepted auditing standards, and the provisions of the Federal award agreements.

Quality Control Review Objective

The objective of a quality control review is to assure that the audit was conducted in accordance with applicable standards and meets the auditing requirements of the OMB Circular A-133. As the cognizant Federal agency for the University, we conducted a quality control review of the audit working papers. We focused our review on the following qualitative aspects of the audit: due professional care, planning, supervision, independence, quality control, internal controls, substantive testing, general and specific compliance testing, and the Schedule of Federal Awards.

We reviewed the reports on the two most recent peer reviews, dated October 28, 1997, and September 23, 1994, respectively, both performed by Ernst & Young L.L.P. Ernst & Young L.L.P. found that Coopers & Lybrand L.L.P. met the objectives of the quality control review standards established by the American Institute of Certified Public Accountants and that the standards were being complied with during the fiscal years ended March 31, 1997, and March 31, 1994.

Scope and Methodology

We used the 1991 edition of the Uniform Quality Control Guide for Single Audits (the Guide), which was approved by the President's Council on Integrity and Efficiency as guidance for performing the quality control review procedures. The Guide is organized by the general and field work audit standards and the required elements of a single audit. It is further divided into the substantive work performed during the audit of the

financial statements and the specific program compliance testing for major programs. In addition, we supplemented the Guide to include additional review of transaction testing.

We conducted our review March 23 through 26, 1998. We limited the scope of our quality control review to the audit working papers covering areas related to Polytechnic University's financial statements and research and development programs.

Results of Prior Quality Control Reviews

We identified minor quality control review findings and recommendations at one of the five Coopers & Lybrand L.L.P. locations that we visited at various times from January 1 through December 31, 1997. The affected offices were notified, and no significant further action is necessary.

Background

The Inspector General Act of 1978, Public Law 95-452, prescribes the duties and responsibilities of the Office of the Inspector General. In implementing those responsibilities, the Inspector General is required to "take appropriate steps to assure that any work performed by non-Federal auditors complies with the standards established by the Comptroller General."

The Single Audit Act of 1984 (Public Law 98-502) was intended to improve the financial management of state and local governments that had total annual expenditures of \$100,000 or more with respect to Federal financial assistance programs; to establish uniform requirements for audits of Federal financial assistance; to promote efficient and effective use of audit resources; and to ensure that Federal departments and agencies rely on and use the audit work done under the Act, to the maximum extent practicable.

The Single Audit Act Amendments of 1996, based on 12 years of experience under the 1984 Act, are intended to strengthen the usefulness of single audits by increasing the audit threshold from \$100,000 to \$300,000 with respect to Federal financial assistance programs before an audit is required under the Act; by selecting programs to be audited on the basis of risk assessment rather than the amount of funds involved; and by improving the contents and timeliness of single audits. The Amendments also bring nonprofit organizations, previously covered by similar requirements under the OMB Circular A-133, under the Single Audit Act.

OMB Circular A-133 establishes the Federal audit and reporting requirements for nonprofit and educational institutions that had total Federal awards of \$100,000 or

more. According to the requirements, an audit made under the Circular can take the place of any financial audit required under individual Federal awards. An agency must rely on the audit to the extent that it provides the information and assurances that an agency needs to carry out its overall responsibilities. The coordinated audit approach provides for the independent public accountant, Federal auditor, and other non-Federal auditors to consider each other's work in determining the nature, timing, and extent of their respective audit procedures. The Circular also requires that the cognizant agency obtain or conduct quality control reviews of selected audits made by non-Federal auditors and provide the results, when appropriate, to other interested organizations. The revised Circular was issued June 30, 1997, to incorporate the changes in the Single Audit Act Amendments of 1996. Its provisions apply to audits of fiscal years beginning after June 30, 1996.

Discussion of Results

During our quality control review, we reviewed and took no exception to the working papers supporting the following reports and schedules.

Report of Independent Accountants. The auditor is required to obtain reasonable assurance about whether the financial statements are free of material misstatement. We reviewed the audit programs and the testing of evidence to determine whether testing was sufficient based on assessment of control risk to warrant the conclusion reached and whether the working papers supported the conclusion.

Report of Independent Accountants on Schedule of Federal Awards. The auditor is required to subject the Schedule of Federal Financial Assistance to the auditing procedures applicable to the audit of the financial statements and to ensure that the amounts are fairly stated in relation to the basic financial statements. We reviewed the audit programs and the testing of evidence to determine whether testing was sufficient based on assessment of control risk to warrant the conclusion reached and whether the working papers supported the conclusion.

Schedule of Federal Awards. The recipient is responsible for creating the Schedule of Federal Awards. The auditor is required to audit the information in the Schedule and to ensure that it identifies major programs, as defined by OMB Circular A-133, and total expenditures for each program. We reviewed the audit programs for the appropriate procedures, reviewed a selected number of footings and cross-footings, and traced some of the amounts to the Subsidiary Ledger and/or Trial Balance.

Report of Independent Accountants on the Internal Control Structure Based on an Audit of Financial Statements Performed in Accordance With Government Auditing Standards. The auditor is required to obtain an understanding of the internal controls that is sufficient to plan the audit and to assess control risk for the assertions embodied in the financial statements. We reviewed the audit programs for the appropriate procedures, the working paper documentation, and the substantive testing performed.

Report of Independent Accountants on Compliance With Laws, Regulations, Contracts, and Grants Based on Audits of Financial Statements Performed in Accordance With Government Auditing Standards. The auditor is required to determine whether the recipient has complied with laws and regulations that may have a direct and material effect on determining financial statement amounts. We reviewed the audit program for the appropriate procedures, the working paper documentation, its support, and the compliance tests performed.

Report of Independent Accountants on the Internal Control Structure Used in Administering Federal Awards. The auditor is required to obtain an understanding of the internal controls and to assess control risk to determine whether the auditor intends to rely on internal controls. The auditor must test controls to evaluate the effectiveness of the design and operation of the policies and procedures in preventing and detecting material noncompliance, review the system for monitoring subrecipients and obtaining and acting on subrecipient audit reports, and determine whether controls are effective to ensure that direct and indirect costs are computed and billed according to requirements in the compliance supplement. We reviewed the audit programs for the appropriate procedures, the working paper documentation, and the test of controls performed; we reviewed the substantive testing performed; and we reevaluated selected internal control items.

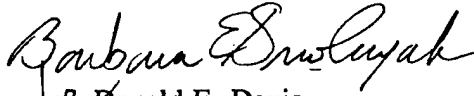
Report of Independent Accountants on Compliance With Specific Requirements Applicable to Major Programs. The auditor is required to determine whether the recipient has complied with laws and regulations that may have a direct and material effect on any of its major Federal programs. The specific requirements applicable to research and development programs include types of services allowed or unallowed; eligibility; matching, level of effort, earmarking requirements or any combination of them; special reporting requirements; special tests and provisions; claims for advances or reimbursements; and amounts claimed or used for matching. We reviewed the audit program for the appropriate procedures, compared the audit program steps to those in the Compliance Supplement to make sure that all areas were audited, reviewed the working paper documentation and its support, reviewed the compliance tests performed, and reevaluated selected compliance items.

Report of Independent Accountants on Compliance With General Requirements Applicable to Federal Awards Programs. The auditor is required to determine whether the recipient has complied with laws and regulations that may have a direct and material effect on any of its major Federal programs. General requirements are national policies that could have a material effect on the recipient's financial statements including those prepared for Federal programs. The requirements are political activity, the Davis-Bacon Act, civil rights, cash management, Federal financial reports, allowable costs and cost principles, the Drug-Free Workplace Act, and administrative requirements. The auditors' procedures were limited to those prescribed in the OMB Compliance Supplement for "Audits of Institutions of Higher Learning and Other Non-Profit Institutions." We reviewed the audit program for the appropriate procedures, compared the audit program steps to those in the Compliance Supplement to make sure that all areas were audited, reviewed the working paper documentation and its support, reviewed the compliance tests performed, and reevaluated selected compliance items.

Immaterial Findings and Questioned Costs. Immaterial findings may be included in a schedule of findings and questioned costs or in a separate communication to management. We reconciled the immaterial findings in the working papers to the audit report to make sure that the report includes all immaterial findings identified in the working papers and that the findings are properly supported. A complete listing of all the immaterial instances of noncompliance are in Enclosure 1 of this report; there were no instances of material noncompliance in the audit report.

Comments

Because this report contains no findings or recommendations, written comments are not required. We appreciate the courtesies extended during the review. If you have questions on this report, please contact Mrs. Barbara E. Smolenyak, Program Director, at (703) 604-8761. See Enclosure 2 for the report distribution.


Donald E. Davis
Deputy Assistant Inspector General
Audit Policy & Oversight

Enclosures

Polytechnic University
Fiscal Year Ended June 30, 1996

Schedule of Findings and Recommendations

Finding No	Page No.	<u>Description</u>	<u>Resolution Agency</u>
1	34	Financial Reporting	Department of Education
2	35	Matching of Expenditures	National Science Foundation
3	36	Property Management	Defense - Office of Naval Research
4	37	Property Management	Defense - Office of Naval Research
5	38	Disbursements	Department of Education
6	39	Expense Testing	Defense - Office of Naval Research
7	40	Refund Testing	Department of Education
8	41	Property, Plant, & Equipment	Defense - Office of Naval Research

Enclosure 1

Polytechnic University
Fiscal Year Ended June 30, 1996

Distribution List

Board of Trustees
Polytechnic University
Six Metrotech Center
Brooklyn, NY 11201

Ms. Rosemarie Barnickle
Vice President for Finance and Controller
Polytechnic University
Six Metrotech Center
Brooklyn, NY 11201

Director, Defense Research and Engineering
Office of the Under Secretary of Defense
for Acquisition and Technology
3030 Defense Pentagon
Washington, DC 20301-3030

Office of Naval Research
Director, University Business Affairs
800 N. Quincy Street
Ballston Common Tower #1, Room 704
Arlington, VA 22217

Department of the Air Force
Accounting and Banking Directorate
Office of the Assistant Secretary
Attn: Mr. Steve Roebuck SAF/FMPB
1130 Air Force Pentagon, Room 4C239
Washington, DC 20330-1130

Chairman, Non-Profit Industry Group
Coopers & Lybrand L.L.P.
1301 Avenue of the Americas
New York, NY 10019-6013

Mr. David Bender
Audit Manager
Coopers & Lybrand L.L.P.
2255 Broad Hollow Road
Melville, NY 11747

Director, Defense Procurement
Office of the Under Secretary of Defense
for Acquisition and Technology
3060 Defense Pentagon
Washington, DC 20301-3060

Department of the Navy
Comptroller of the Navy (NCB-53)
Pentagon, Room 2B340
Washington, DC 20350-1100

Department of the Army
Deputy Assistant Secretary of the Army for
Financial Operations
Attn: Audit Liaison (SAFM-FOI)
101 Army Pentagon, Room 3E575
Washington, DC 20310-6178

Polytechnic University
Fiscal Year Ended June 30, 1996

Distribution List

Department of Education
Regional Inspector General for Audit
Office of the Inspector General
3535 Market Street, Room 16280
Philadelphia, PA 19104

Department of Energy
Director, Financial Audit Division
Office of the Inspector General
1000 Independence Avenue SW
Washington, DC 20585

U.S. Department of Transportation
Regional Manager
26th Federal Plaza, Suite 3194
New York, NY 10278-0194

National Science Foundation
Office of the Inspector General
Assistant Inspector General for External Audit
4201 Wilson Blvd., Room 1135
Arlington, VA 22230

National Aeronautics and Space Administration
Assistant Inspector General for Auditing
Office of the Inspector General, Code W
Washington, DC 20546

Evaluation Team Members

This report was prepared by the Financial, Performance, and Single Audits Division, Office of the Deputy Assistant Inspector General for Audit Policy and Oversight, DoD.

Barbara E. Smolenyak
Donald D. Steele
Vera J. Garrant
Janet C. Johnson